



HUMAN RESOURCES

CIVILIAN HUMAN RESOURCES,
DIVERSITY & LEADERSHIP

CG-12

Collaborative Leadership Seminar (501364) (formerly Leadership Potential)

About the Course

The Collaborative Leadership Seminar, conducted by the Office of Personnel Management's Management Development Center, provides employees who have potential for transition to supervisory and leadership responsibilities a better understanding of the power of leadership. Emphasis is placed on the core competencies of effective leadership, such as self-awareness, human relations, interpersonal skills, effective followership, leadership dynamics, and creative problem solving.

The training requires participants to be away from their position for 2 weeks.

Participant Objectives

- Learn the foundations of leadership and how leadership and management are complementary but not interchangeable
- Understand the importance of effective followership
- Understand the importance of a healthy lifestyle
- Acquire the skills of self-leadership
- Identify your ethical structure for decision making
- Understand situational decision making
- Learn the traits necessary for long-term leadership growth
- Develop skills in conflict management
- Understand the importance of feedback and develop skills in delivering it

Class Convening Dates

Program Dates	Location	Application Deadline
5-15 Jun 2017	Potomac, MD	16 March 2017
21-31 Aug 2017	Denver, CO	16 March 2017

Application Procedures

To apply:

1. Coordinate with your Training Officer or ESO to submit an Electronic Training Request (ETR) using Direct Access. Course code: 501364.
2. Write a statement that describes your current leadership responsibilities.
 1. Email the statement as an attachment HQS-SMB-CG-12CTrainingCourses@uscg.mil
 2. Include the course title and convening date within the subject line of the email.
 3. Include your supervisor in the cc: line of the email.

NOTE: DO NOT submit application directly to OPM's Management Development Center.

Costs are paid by Coast Guard Headquarters (AFC 56 "C" school account).

Selection Procedures

Selected individuals will be notified by record message traffic of their selection. Alternates will be selected and will attend the program in the event a primary candidate cannot attend.

Program Manager

Kin Szeto, COMDT (CG-12C), phone 202-475-5515, email kin.p.szeto2@uscg.mil

More Information

For additional information please visit the TQC website:

<https://cg.portal.uscg.mil/units/forcecom/tqc/Documents/TQC%20Course%20Information.aspx?View={79F38F44-B625-44A6-A7F0-53E8661D66C3}&FilterField1=Title&FilterValue1=501364>

For course information conflicts between CG-12C website and TQC website, CG-12C takes precedence.

For school information see OPM's website at

<https://leadership.opm.gov/programs.aspx?c=18>.